Onslow County Public Library
Board of Trustees Meeting
September 9, 2014

Members Present: Brock Ridge, Amelia Dees-Killette, Kathleen Dillingham, Sandra Wood, Deloris Wells, Lynn Duff, Faye Waters and Rachel Waldron.
Also Present: Estell Carter, Valerie Suttee, Deborah Wadleigh, Karen Moore, Liza Barrett, Michelle King, Anna Phillips and Lucy Booher.

I. Call to Order

Brock Ridge, Board Chairperson, called the September 9, 2014 meeting to order at 4 p.m. at the Main Branch Library.

II. Approval of Minutes

The minutes were motioned for approval by Faye Waters. Sandra Wood seconded. The minutes were accepted for approval.

III. Board Development

- Report on Trustees' Outreach Activities

Amelia Dees-Killette attended the Grant Workshop offered by the library. This was very useful and should be beneficial in the future.

IV. Old Business

None

V. New Business

A. Our next meeting is scheduled for Tuesday, November 11, which is the Veteran's Day holiday. Do we want to change the date or cancel the meeting for November. Motion made by Sandra Wood that we move the meeting to November 18 at 4 p.m. Seconded by Amelia Dees-Killette. Motion carried.

B. Board of Trustees Workshop-Estell Carter talked with Molly Westmoreland, consultant for the state library. She has offered to come down and do a 2 ½ hour workshop with the Trustee group. She thinks would be beneficial as we have new people on the Board and would help us be better advocates and understand our roles as library workers and trustees. She will check on dates and notify the group after talking with Molly Westmoreland.

C. Legislative Update-Director Carter attended the North Carolina Public Library Directors Associates meeting in August. State funding to the library system was cut again this year. NCPLDA took stance that each county should ask their County Commissioners to support a legislative goal to restore state-aid funding to $15.7 million which it was in 2011 and to protect the equitable distribution formula developed by the State Library Committee. She will go before the Onslow County Commissioners on Monday to present the resolution. Chairman Ridge asked if she would like the Board to endorse the resolution. Faye Waters made motion to support this resolution which was seconded by Sandra Wood and carried.

VI. Facilities Update

Director Carter stated that the Board agreed at the last meeting that the library staff would give a brief overview of the Library System.

- Valerie Suttee-Youth Services Librarian: Serve the families of Onslow County with children from birth to age 17 with programs for everyone.

- Deborah Wadleigh-Tech Services Librarian: Provide behind-the-scenes support that you don't always see. Work closely with all departments here at the Main Library as well as each branch and their staff. Receive all library material which is cataloged and processed. Conduct inventories at each branch. Order digital titles for the digital library. Create and maintain library website. All of this accomplished with a staff of three people.

- Karen Moore-Public Services Librarian: Often first staff patrons see at the library. Handle check ins and outs, reserves, requests and answer any questions patrons have. Provide computer assistance to anyone at the 24 public access terminals in the main library and just implemented one on one tech help the first Thursday of each month with special tech features on the fourth Thursday.

- Liza Barrett-Sneads Ferry Branch Manager: As branches of the Main Library, we do basically everything done by the Public Service Librarians. We have media rooms for the first time and also the Environmental Education Center. Season has slowed down but still getting very large numbers of visitors to the library. One of the new programs is Mother Goose. Staff of five including Liza.

- Michelle King-Richlands Branch Manager: Large number of participants in the summer reading program. They have developed a program called "Journeys of the Imagination" from places visited by one of the staff members who likes to travel and has been to Africa. They have three full time and two part time staff members.

- Anna Phillips-Administrative Assistant to Estell Carter: If you cannot get hold of Director Carter, talk to Anna. Supports all staff members and tries to help as needed. Handles payroll for all the branches, work orders, etc. Have been lots of changes with new kiosks and deposits. She oversees budget to keep on track.

VII. Additional Information

A. "Banned Book Week" is a week set aside by the American Library Association to draw attention to the practice of trying to censor books. There is a contest for teens to pick a book from list provided and redesign book cover. Entries will be displayed during "Banned Book Week" along with a display of banned books.

B. Chairman Ridge reminded Board to not forget the need for a new building for the main library. There is currently not enough space to add any new services or staff and Main Library needs to the group's focus. Director Carter reported that new carpet had been installed in the meeting rooms.

VIII. Motion made to adjourn by Faye Waters and seconded by Sandra Wood. Motion carried. Meeting adjourned at 5 p.m.

Approved by the Onslow County Board of Trustees, November 18, 2014

Brock Ridge — Nov. 18-2014

Mr. Brock Ridge, Chair — **Date**